

THAMES VALLEY ENVIRONMENTAL RECORDS CENTRE

Notes concerning data held by the Records Centre

REQUESTS FOR INFORMATION

Data held by the Records Centre will be made available to all sincere enquirers - with some conditions where data is confidential or sensitive. The Centre will usually ask an enquirer to complete an "Information Request Form" and will take up references where applicable, before releasing data.

CONTRIBUTING RECORDS

Records will be accepted by the Centre on the understanding that the data will be made available to all sincere enquirers, with the safeguards outlined above.

Additionally, contributing recorders or recording organisations can request that some or all of the data provided by them will not be released without their permission.

The Records Centre would hope that such a restriction should be reserved for data relating to sensitive species.

Placing information in the Records Centre does not imply transfer of copyright - this remains with the donor unless specific arrangements are made.